



# Agenda

## Parks and Recreation Board Regular Meeting

7:00 PM October 17, 2023

Board Meeting Room, Town Hall Annex, 105 E. Corbin St.

1. **Call to order and confirmation of quorum**
2. **Agenda changes and approval**
3. **Minutes review and approval**  
Minutes from regular meeting on September 19, 2023
4. **Discussion items**
  - A. Election of Officers: Chair and Vice Chair
  - B. Continue discussing budget priorities for FY25 from parks master plans
5. **Parks and recreation-related reports**
  - A. Board of Commissioners: Robb English
  - B. Planning Board: Hooper Schultz
  - C. Intergovernmental Parks Work Group: Staff
6. **Park steward reports**
  - A. Gold Park: Cole Kenworthy
  - B. Cates Creek Park: Richard von Furstenberg
  - C. Murray Street Park: Staff
  - D. Kings Highway Park: Robb English
  - E. Hillsborough Heights Park: David Weinberg
  - F. Riverwalk: Adam McGovern
  - G. Turnip Patch Park: Wendy Kuhn
7. **Staff updates**
  - A. Ridgewalk Feasibility Study, Churton Street Multimodal Corridor Study, Engage Hillsborough: Connectivity, skate spot design, Gold Park restroom painting, park repairs
8. **Adjournment**

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# Minutes

## PARKS AND RECREATION BOARD

### Regular meeting

7:03 p.m. Sept. 19, 2023

Board Meeting Room of Town Hall Annex, 105 E. Corbin St.



Present: Vice Chair Richard von Furstenberg, Commissioner Robb English, Wendy Kuhn, Adam McGovern, David Weinberg and Paul Weinberg

Absent: Chair Cole Kenworthy and Hooper Schultz.

Staff: Public Space and Sustainability Manager Stephanie Trueblood

### 1. Call to order and confirmation of quorum

Vice Chair Richard von Furstenberg called the meeting to order at 7:03 p.m. Public Space and Sustainability Manager Stephanie Trueblood called the roll and confirmed the presence of a quorum.

### 2. Agenda changes and approval

There were no changes to the agenda.

Motion: Wendy Kuhn moved to approve. Adam McGovern seconded.  
Vote: 6-0.

### 3. Minutes review and approval

Minutes from regular meeting on Aug 15, 2023

Motion: Kuhn moved approval of the Aug 15, 2023, minutes as submitted. McGovern seconded.  
Vote: 6-0.

### 4. Presentations

Discuss budget priorities from the town parks' master plans.

The following are priorities discussed by the board:

- Trash and recycling at all parks
- Wi-Fi at Gold Park and Cates Creek Park
- Access to the Eno River at Gold Park
- Public art project at Gold Park
- Determining cost of baseball backstop removal at Gold Park

### 5. Parks and recreation-related reports

#### A. Board of Commissioners

- Commissioner Robb English reported that the Orange County Solid Waste Advisory Committee is working on a solid waste master plan and will soon make recommendations to the Orange County Board of Commissioners.

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- The town is facilitating a Government 101 class for interested citizens.
- The Board of Commissioners received a presentation by Orange County Transportation for the US 70 Multimodal Corridor study.

B. Planning Board

There was no update from the Planning Board.

C. Intergovernmental Parks Work Group

The next meeting is Oct. 25, 2023.

**6. Park steward reports**

Board members reported on the conditions of the parks for which they serve as stewards. Trueblood noted any small repairs that needed attention and gave brief reports on small repairs that had been made since the previous meeting.

**7. Staff updates**

Trueblood gave the following reports:

- The Ridgeway Feasibility Study completed in June will be submitted to the Town Board of Commissioners on Sept. 25, 2023.
- The South Churton Street Multimodal Study had a multi-day workshop that was well attended. The study will wrap up by the end of the calendar year.
- The next Engage Hillsborough Day is Oct. 21, 2023, and will be a public meeting about connectivity.
- The skate park final design is nearing completion.
- Trueblood is looking into the removal of the railing on the long bridge in Gold Park. Thus, it would become a low boardwalk.
- On Riverwalk, invasive trees will be removed as well as one dead tree.
- The facilities manager is getting estimates for repainting the restrooms at Gold Park.
- All park shelters will be pressure washed. Older fences in town will also be stained.

**8. Adjournment**

Motion: English moved to adjourn at 9:15 p.m. Von Furstenberg seconded.

Vote: 6-0.

Respectfully submitted,



Stephanie Trueblood  
Public Space and Sustainability Manager  
Staff support to the Parks and Recreation Board

Approved: Month X, 202X

## Parks and Recreation Board- Parks Master Plans Recommendations and Priorities

### Hillsborough Heights Park-

- Maintain the existing playground equipment and park amenities in safe and working order
- Relocate picnic tables and grills to north fence line in the center of the park
- ~~Remove any dead, diseased or undesired plant material~~
- ~~Limb up existing trees for safety and sight lines~~
- ~~Plant non-invasive vines along the fence lines (ex: Crossvine, Coral Honeysuckle)~~
- ~~Plant native pollinator friendly shrubs and perennials along fence lines (ex: Callicarpa, Itea, Leucothoe, Fothergilla, Clethra, Calycanthus, Oak Leaf Hydrangea, Osmanthus)~~
- Plant trees in front corners of the park (Ex: Magnolia Stellata)
- Plant native grasses in front of fence at entrance to park (ex: Switchgrass, Little Blue Stem)
- Add native shade plants to the wooded section of the park (Flame Azalea, Aquilegia)
- ~~As existing amenities deteriorate replace with amenities in the approved styles (Butler Bench by Urbanscape, Arbor Form picnic tables)~~
- Add trash and recycling containers in approved style (Victor Stanley receptacles)
- As existing play equipment deteriorates replace with swings
- ~~Add artistic and interactive site amenities (Example: little library)~~
- Provide interactive and natural play features (Example: beehive play house, low balance beams)
- Create a contemplative or quiet area in the north-west corner of the park (suncatchers, garden beads)
- Add moveable play items like building blocks and games (ex: giant Jenga, natural wood blocks)

### Priorities

1. Relocate picnic tables and grills.
2. ~~Prune existing landscaping and add new landscaping at the entrance, along fence lines and in wooded section of the park.~~
3. ~~Replace site amenities with approved styles (picnic tables, benches, trash/recycling containers)~~
4. Add natural play features and contemplative garden amenities.

### Kings Highway Park-

- Maintain trails and activity areas regularly (Pruning, weed eating, etc.)
- ~~Remove poison ivy from trails and activity areas~~
- ~~Remove storm debris~~
- ~~Remove diseased or dead trees that pose a danger to trails, parking and activity areas~~
- ~~Remove litter~~
- ~~Refresh surfacing at picnic and parking areas~~
- ~~Improve existing parking area so turn around is possible~~

- ~~Improve surfacing and visibility of existing parking area~~
- ~~Construct new gravel parking area on north side~~
- ~~Provide safe visible parking areas~~
- Improve trail connectivity between north and south sides of park
- Improve the trail that is located under the road bridge
- Provide loop trails on north side of park
- Provide visible entrance on north side of park-not on utility easement
- Install natural surfacing on the trail around dewatering basin
- ~~Provide benches, trash cans/recycling, and picnic tables in activity areas~~
- ~~Study feasibility of pedestrian connection to West King Street~~
- ~~Study feasibility of pedestrian connection to Duke Forest~~
- ~~Study feasibility of pedestrian connection to Occoneechee Mountain State Natural Area~~
- ~~Study feasibility of pedestrian connection to Orange County corridor of Mountains-to-Sea Trail~~
- Investigate options for changing name of the park to highlight educational opportunities and natural setting
- Establish activity areas and view areas as indicated on proposed improvements map
- Install interpretative/educational signage
- ~~Install biodock at permitted location~~
- Evaluate site for Eco Heal building and/or outdoor classroom
- ~~Provide trash/recycling receptacles at parking areas~~
- Install a park kiosk with trail maps at parking area
- Install natural play areas and equipment
- ~~Develop and follow forest management plan~~
- Remove silt fence and posts left from dredging project
- Remove invasive species where possible

#### Murray Street Park-

- Maintain the existing playground equipment and park amenities in safe and working order
- Establish and handicap accessible entrance from Eno Street
- Establish a trail using Chapel Hill gravel for main path
- Add handrails to the existing steps for safety
- ~~Remove the set of steps that is deteriorating in the northwest corner of the park~~
- ~~Preserve an open view into the park~~
- ~~Remove dead and diseased plant material~~
- ~~Limb up existing trees for safety and sight lines~~
- ~~Plant edible landscaping (Ex: Fig trees and Paw Paw trees)~~
- ~~Establish a 10 foot wide stream buffer along the stream except where controlled access is provided~~

- ~~Maintain access to the stream near the footbridge~~
- ~~Remove invasive plants along stream and plant native trees, woody shrubs and perennials~~
- Cease mowing operations on the steep bank near Murray Street and plant bank with native grasses
- ~~Provide a picnic table~~
- Provide several benches in the approved style (Butler Bench by Urbanscape)
- Add artistic site amenities (Example: stepping stones)
- Provide interactive and natural play features (Example: weeping redbud tents, Little Library, stage)
- Install a bird park with amenities like bird feeders, bird houses, and bird baths
- Add baby swings to play area
- Reduce the play surfacing area by redesigning the park layout
- Add trash and recycling container
- Add a low fence between park and adjacent property

#### Priorities

- ~~Resolve safety issues. Remove deteriorating steps and dead/diseased plant material. Establish a planted stream buffer. Add recommended landscaping.~~
- Add site amenities (picnic table, benches, trash/recycling container, bird park, artistic amenities)
- Redesign playground to reduce size of play surfacing area, install new swings and play equipment. Establish path system and an accessible entrance from Eno Street.

#### Turnip Patch Park-

- Maintain the existing playground equipment and park amenities in safe and working order
- ~~Preserve an open view into the park~~
- ~~Establish a 10-foot-wide stream buffer along the stream except where controlled access is provided~~
- Maintain access to the stream near the footbridge
- ~~Plant native trees, woody shrubs and perennials in the stream buffer~~
- Install a stormwater best management practice near the culvert that runs under West Margaret Lane (Example: rain garden, constructed wetland etc.)
- ~~Cease mowing operations on the steep bank near South Oconeechee Street~~
- ~~Maintain the grass hill adjacent to West Margaret Lane for sledding~~
- ~~Relocate the butterfly garden to east side of park and expand the garden area~~
- ~~Incorporate public art in the park (Example: a gnome sculpture under the footbridge)~~
- ~~Provide opportunities for interactive art (Example: a chalkboard installed on the privacy fence)~~
- ~~Provide several picnic tables~~
- Provide benches in the approved style (Butler Bench by Urbanscape)
- ~~Provide interactive play features (Example: checkerboard, giant Jenga etc.)~~

- Provide child-size furniture (Example: toadstool table and chairs etc.)
- Install a plaque with the history of the park and volunteer efforts
- ~~Relocate iris and other garden plantings to park entrances~~

#### Gold Park-

- Maintain the existing park amenities and playground equipment in safe and working order.
- Remove invasive plants from riparian buffer areas, and plant native and adapted trees and shrubs.
- Investigate options to introduce public access to Eno River for wading and water play.
- ~~Cease mowing operations on the bank behind the restroom, and plant bank with native grasses.~~
- Provide interactive and natural play features (Example: games area).
- Provide additional seating areas, picnic tables, and “chill” zones (Example: hammock park).
- Provide additional recycling containers.
- Remove the baseball backstop.
- Reconfigure the field to be a youth-size soccer field with other play areas.
- Section the multi-use field with trees and landscaping to provide opportunities for various recreational areas.
- Investigate options for adding basketball courts.
- Add new recreational amenities to the field area (Examples: Gaga ball, disc golf practice baskets).
- Investigate opportunities to provide bike share programs.
- Add public and interactive art (Examples: interactive art wall, sensory wall, story walk, sculpture)
- ~~Add interpretive signage (Examples: wildlife, sustainability topics)~~
- Provide public Wi-fi.
- Incorporate sustainability initiatives when feasible (Examples: electric vehicle charging equipment, solar array, water bottle filling station).
- Investigate options to restore the Eno River to its natural channel.
- Incorporate green infrastructure when feasible (Examples: Filterra boxes, bioswales, pervious pavements, green roofs, rainwater harvesting, reforestation, rain gardens).

#### Priorities

1. Remove the baseball backstop.
2. Investigate options for adding basketball courts.
3. Investigate options for adding a permitted water access area.
4. Incorporate sustainability initiatives, especially electric vehicle charging equipment.

## Cates Creek Park-

- Maintain the existing playground equipment and park amenities in safe and working order
- Utilize universal design principles for all new park features
- ~~Add landscaping to the entrance of the park (ex: Magnolia Stellata, Crape Myrtles)~~
- ~~Add trees and landscaping around the play area (ex: Magnolia, Itea, Fothergilla, Oakleaf Hydrangea)~~
- ~~Cease mowing operations on the slopes at the entrance of the park and plant native grasses or groundcovers~~
- ~~Cease mowing operations on the slope beside the soccer field and plant native grasses or groundcovers~~
- Protect Cates Creek and the wetland areas
- Create a safe access to view the wetland area
- Add a trail system in the wooded area of the park. The main trail should have firm and stable surfacing.
- Add benches along the trail system
- ~~Remove stone in stormwater swale and plant a pollinator friendly rain garden~~
- ~~Expand pollinator habitat through gardens and native bee hotels~~
- Provide additional picnic tables in appropriate locations
- Add recycling containers
- ~~Add interpretive signs with topics such as pollinator gardens, wetland conservation, wildlife and habitat protection~~
- Add a paved pedestrian entrance from Cates Creek Parkway, east of the roundabout
- Add a paved trail around the multi-use field
- Add a community dog park (with shade and two fenced-in areas)
- Consider adding a large picnic pavilion or several picnic areas throughout park
- Consider adding natural play features in appropriate locations
- Consider opportunities for educational partnerships
- Consider adding public art to the park

### Priorities

- Add recycling containers
- ~~Stabilize eroding soil on slopes by ceasing mowing operations and planting native grasses and groundcovers~~
- Add a community dog park
- Add a paved pedestrian entrance from Cates Creek Parkway to the dog park
- Add large picnic shelter
- Add a trail system in the wooded area of the park

If at some point in the future the town determines that the size of the field can be reduced, the following facilities should be considered for the field area:

- Short disc golf practice baskets
- Volleyball court (sand)
- Basketball court
- Community garden

**PRB FY25 Priorities: Estimates**

Add recycling containers TPP, MSP, HHP, CCP (2), GP (2) = (7 containers \$25,000 + \$568 per year pick up fee from OC Solid Waste)

Remove Handrails at Gold Park long boardwalk (\$24,500)

Skate Park sidewalk to roundabout (\$10,000)

Skate Park Amenities (\$4,000 ea. bench, \$4,000 ea. picnic tables, \$20,000-\$40,000 shelter)

Wi-Fi at Gold Park and Cates Creek Park (Beth Hutchinson will provide schedule)

Access to the Eno River at Gold Park (No tree removal allowed and bank stabilization needed, mulch footpath allowed, no permit required) (\$5000)

Public art project at Gold Park (need information from Katie Murray)

Determining cost of baseball backstop removal at Gold Park (need quotes)